

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]
Verizon Wireless
[Verizon Address]
[City, State, Zip Code]
Subject: Authorization Letter for Account Access
To Whom It May Concern,
I, [Your Name], am writing to authorize [Authorized Person's Name] to access my Verizon account on my behalf. My account number is [Your Account Number].
The authorized individual's details are as follows:
Name: [Authorized Person's Name]
Address: [Authorized Person's Address]
Phone Number: [Authorized Person's Phone Number]
Email: [Authorized Person's Email Address]
This authorization is valid until [Expiration Date] or until I revoke it in writing.
Thank you for your attention to this matter.
Sincerely,
[Your Signature (if sending a hard copy)]
[Your Printed Name]